2027 Renewal Guide

Select link above for YouTube training video.

Retail Renewal Timeline

- **Retail renewal packets will be e-mailed out to the local board by September 10th.**
- **Any renewal application not signed and filed by November 30th will be treated as a New License.**
- **The renewal packet (all renewal forms, signed certification form, and seasonal population estimate, if applicable) should be mailed back to the ABCC by Feb 12th, 2027.**
- **After Feb 1 2 th, 2027, the ABCC will not be able to process any new license applications until we receive the 2027 renewal packets. To process new license applications the ABCC must know a municipality's quota and current licensees.**
- **Any licensee who is in the process of transferring their license are required to file the renewal application until the transfer has occurred and they are no longer the licensee of record.**

RETAIL RENEWALS

RETAIL LIQUOR LICENSE RENEWAL APPLICATION GUIDELINES

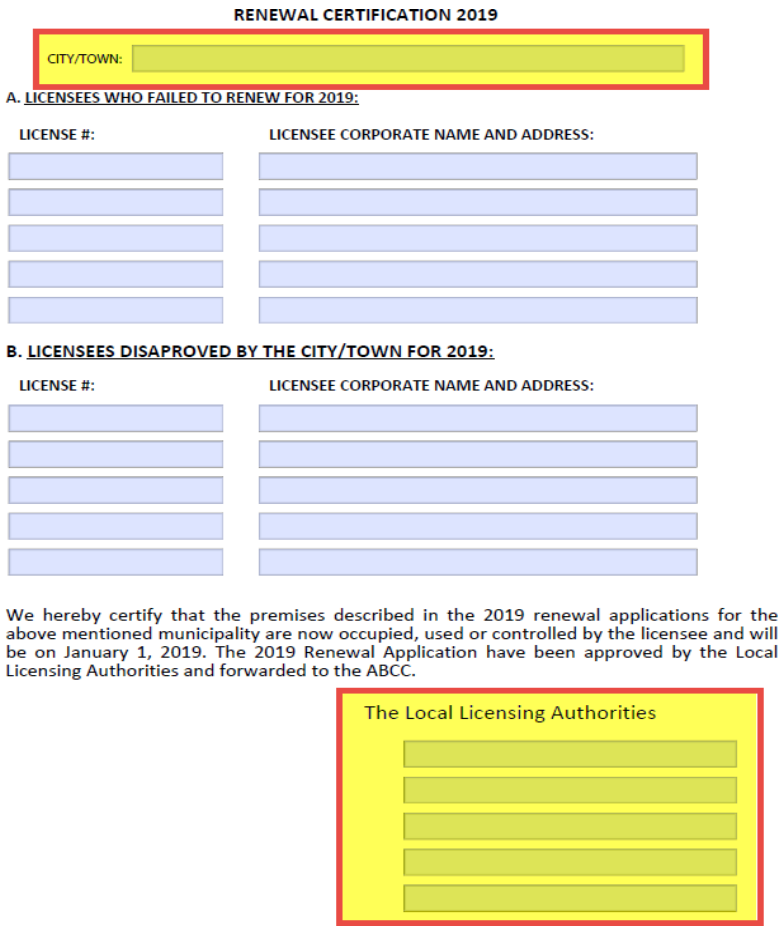
Without exception, all annual alcoholic beverages **licensees** are required to renew their alcoholic beverages license by **November 30th** of each year.

All retail license renewal applications must be signed by an authorized corporate officer, individual or partner and filed with the Local Licensing Authority by November 30th. Licensees who are in the process of transferring their licenses are required to file the renewal application until the transfer has occurred and they are no longer the licensee of record.

Licensees are responsible for correcting any differences between their files and the ABCC license file on the renewal application in red ink. An LLA Certification Form / Form 43 verifying these changes have been ABCC approved must be attached to the license renewal application in order to change the official ABCC license file. Please mail those corrections along with the renewal packet to the ABCC.

All on-premises M.G.L. c. 138, §12 licensees must provide proof of the required liquor liability insurance and a copy of the required Fire Safety Inspection Certificate to the Local Licensing Authorities. Please **do not** forward the Fire Safety Certificates or insurance certificate to the ABCC. You should keep these forms for your records.

RETAIL RENEWAL Certification Form



RENEWAL CERTIFICATION 2019

CITY/TOWN:

A. LICENSEES WHO FAILED TO RENEW FOR 2019:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:

B. LICENSEES DISAPROVED BY THE CITY/TOWN FOR 2019:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:

We hereby certify that the premises described in the 2019 renewal applications for the above mentioned municipality are now occupied, used or controlled by the licensee and will be on January 1, 2019. The 2019 Renewal Application have been approved by the Local Licensing Authorities and forwarded to the ABCC.

The Local Licensing Authorities

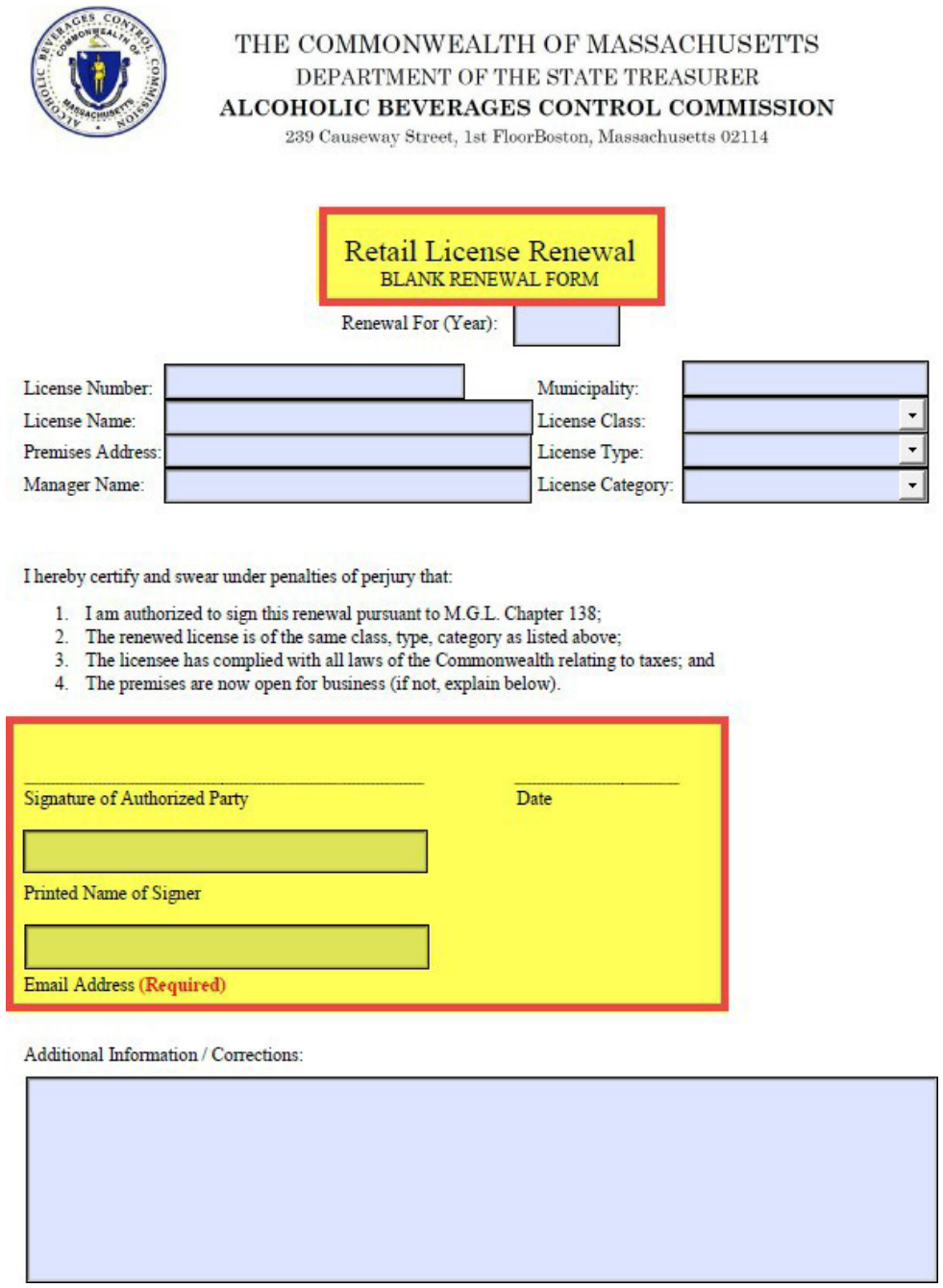
- **Please mail to the ABCC the certification form signed by your board along with the annual renewals that have been approved for renewal.**
- **If all licensees are renewed for 2027 the certification form still needs to be signed and sent to the ABCC.**
- **Stamped signatures or electronic signatures are acceptable.**

Any transfer of license or new license applications approved between September 1st and December 31st will require the licensee to fill out the blank renewal form.

Once approved by your board the blank renewal can be sent to the ABCC with the rest of the 2027 renewals.

A blank renewal should only be used for a license that was recently approved.

Blank Renewal Form



THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF THE STATE TREASURER
ALCOHOLIC BEVERAGES CONTROL COMMISSION
239 Causeway Street, 1st FloorBoston, Massachusetts 02114

Retail License Renewal
BLANK RENEWAL FORM

Renewal For (Year):

License Number:
License Name:
Premises Address:
Manager Name:
Municipality:
License Class:
License Type:
License Category:

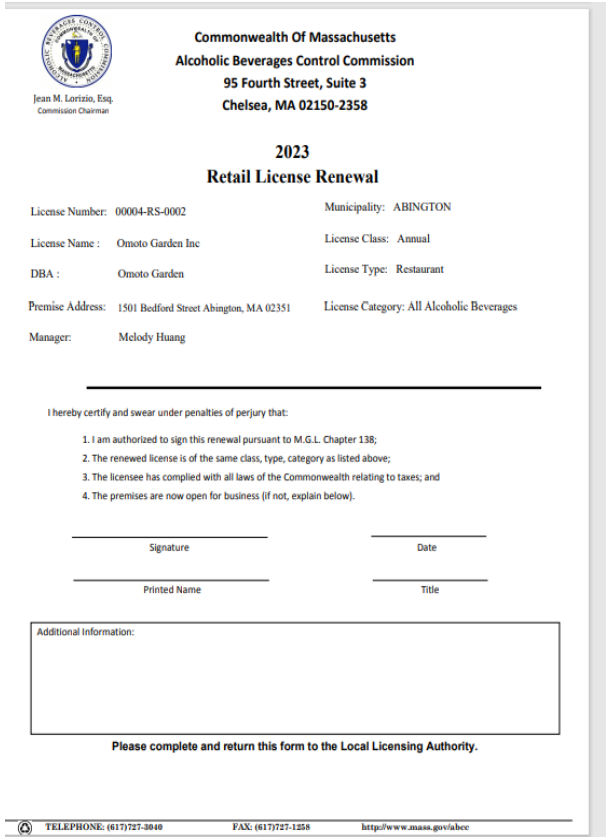
I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature of Authorized Party
Date
Printed Name of Signer
Email Address (Required)

Additional Information / Corrections:

Renewal Form



Jean M. Lorizio, Esq.
Commission Chairman

Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358

2023
Retail License Renewal

License Number: 00004-RS-0002
License Name : Omoto Garden Inc
DBA : Omoto Garden
Premise Address: 1501 Bedford Street Abington, MA 02351
Manager: Melody Huang

Municipality: ABINGTON
License Class: Annual
License Type: Restaurant
License Category: All Alcoholic Beverages

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature | Date
Printed Name | Title

Additional Information:

Please complete and return this form to the Local Licensing Authority.

TELEPHONE: (617)727-3040 FAX: (617)727-1258 http://www.mass.gov/abcc

- **To ensure your board knows who is signing the renewal, please have the licensee fill out the signature and printed name portion of the renewal.**
- **Additional information can be used for any details or conditions not included in the renewal.**

Only Approved Individuals May Sign the Annual Renewal Forms

- **With the renewal season for 2027 licenses approaching, the ABCC issues this guidance to remind local licensing authorities of their obligation to ensure that only legally authorized individuals sign retail license renewal applications. All renewal applications must be signed during the month of November.**
- **All individuals who have a disclosed and approved direct or indirect beneficial interest in the license are authorized to sign the renewal application. This includes:**

- **any individual with a direct ownership interest;**
- **a shareholder, director, or officer of a corporation;**
- **a member or manager of a limited liability company;**
- **the license manager;**
- **an appointed trustee in bankruptcy;**
- **an appointed administrator/executor of the estate of a deceased licensee;**
- **a pledgeholder, approved pursuant to M.G.L. c. 138, § 23, who has filed the financing statement required and who has foreclosed on the pledge in compliance with the procedures established under Article 9 of the Uniform Commercial Code, M.G.L. c. 106.**

- **Licensees are reminded that if an unauthorized person signs its renewal application, the result is the mandatory revocation of the license, pursuant to M.G.L. c. 138, §§ 16A & 64.**

Late Renewal Process

- **If a licensee submits their 2027 renewal late than a new license application will need to be filed.**
- **This will include the requirement for both DOR and DUA releases as well as a letter from the licensee confirming no changes have been to the license made since their most recent approval.**
- **Also required is the advertisement and abutter notification.**

Thank You

- If you have any questions, please do not hesitate to reach out to the ABCC for questions or issues.